



City of Westminster

8200 Westminster Boulevard, Westminster CA 92683 714.548.3254
www.westminster-ca.gov

SOLAR PHOTO-VOLTAIC SYSTEM

Project Address: _____ Suite/Unit: _____

Activity Number: _____ Received By: _____

Homeowner Association? ☐ YES (Approval letter from HOA required) ☐ NO

Owner Occupied? ☐ YES ☐ NO

Description of work to be performed: (please be specific):

☐ Single Story PV Area _____ Square Footage ☐ Two Story PV Area _____ Square Footage

System Capacity: _____ Kilowatts Valuation: _____ Total Permit Fee: \$ _____

Owner: _____ Phone No.: _____

Address: _____ Suite/Unit: _____

City: _____ State: _____ Zip: _____

Applicant/Agent: _____ Phone No.: _____

Address: _____ Suite/Unit: _____

City: _____ State: _____ Zip: _____

Architect/Eng.: _____ Reg. No.: _____ Phone No.: _____

Address: _____ Suite/Unit: _____

City: _____ State: _____ Zip: _____

Contractor: _____ Phone No.: _____

Address: _____ Suite/Unit: _____

City: _____ State: _____ Zip: _____

State License No.: _____ Class _____ Expiration: _____

Workman's Comp. Policy No.: _____ Expiration: _____

Insurance Company: _____ City Business License Number: _____

SOLAR PHOTO-VOLTAIC SYSTEM OVER SINGLE FAMILY DWELLING SUBMITTAL REQUIREMENTS

Administrative

1. Provide 2 sets of plans minimum sheet size 11" x 17".
2. Attach all manufacturer specification sheets, installation instructions and U.L. listings to the plans
3. Plans are to be signed by State of California licensed contractor with any of the following classifications "A", "B", "C-46", "C-10", or licensed electrical engineer. Provide signature and contractor license number on each sheet.

Roof Plan

1. Provide a roof plan projected on a site plan. Show the location and dimensions of all solar voltaic equipment and PV arrays.
2. Provide typical 3 foot clear access.
3. Provide a partial roof framing plan. Show new and existing supporting rafters, beams and headers include rafter size, span, and spacing. Identify roof sheathing and roofing materials

ALTERNATE: Framing information is not required if arrays are supported at a maximum spacing of 4 feet.

4. Detail equipment support connections to roof. Provide a detail for flashing and water proofing at system supports
5. Provide calculations by a licensed professional engineer or architect to verify supporting members are adequate for existing and proposed loads

ALTERNATE: Calculation not required if arrays are supported at a maximum spacing of 4 feet.

6. Provide lateral calculations by a licensed professional engineer or architect per 2010 CBC showing that affected existing lateral resisting elements are no more than 10% overstressed according to the 2010 CBC.

ALTERNATE: Lateral Analysis is not required if total area of arrays is less than 300 square feet over a second story roof or 400 square feet over a first story roof

Electrical

1. Provide Electrical drawings to show compliance with the applicable provisions of the 2010 California Electrical Code.
2. Show the location and size of the main electrical service, AC/DC disconnects, all solar voltaic equipment, and PV arrays on the roof plan
3. Single Line Diagram: show array configuration, conduit and conductors sizes with derating calculations
4. Inverter Information: show model number, specification cut sheets and maximum D.C. input
5. PV Module Information: show open circuit voltage (VOC), short – circuit current (ISC) max series fuse
6. Array Information: show number of modules in series, number of parallel source circuits
7. Wiring and Over Current Protection: show conductor ampacities, adjusted with all derating factors show rating and location of all Over Current Devices (OCD)
8. System Labels and Warnings: show required signage on the plans per 2010 CEC-Article 690
9. Grounding Details: show equipment ground conductor, ground electrode conductor from inverter to ground rod or ufer ground
10. Disconnects: show AC/DC disconnects at inverter. DC disconnect required prior to DC array conductors penetrating the surface of the roof or entering the building
11. System Calculations: show (VOC) calculated x 1.13 (temperature correction factor for City of Westminster) (ISC) calculated x 1.25% (NEC 690) x 1.25% (UL 1703)
12. All PV equipment shall be listed by a recognized test lab
13. Notify serving utility before activation of PV system